

# Memorandum

To : Kristine Cazadd  
Interim Executive Director

Date : February 3, 2011

From : Liz Houser, Deputy Director  
Administration Department

Subject : **February 2011 Sacramento Board Meeting Agenda**

The Administration Department requests the following item(s) be placed on the Board's February 22-24, 2011 Sacramento meeting calendar under "P. Other Administrative Matters."

P. Other Administrative Matters

P5. Administration Deputy Director's Report.....Ms. Liz Houser

**1. Facilities Update**

- a. Headquarters Facilities - There will be an update on the Headquarters remediation project.
- b. San Diego/San Marcos Site Search - There will be an update on the site search to relocate the San Diego and San Marcos Offices.

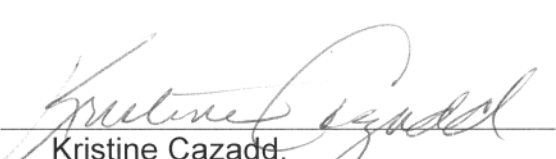
**2. 2010/11 and 2011/12 Budget Update and Union Agreements**

- a. Information may be provided to the Board regarding the Governor's 2010/11 and 2011/12 Budgets, and pending Union Agreements.

LH:lk

cc: Honorable Jerome E. Horton, Chairman  
Honorable Michelle Steel, Vice Chair  
Honorable Betty T. Yee, First District  
Senator George Runner, Second District  
Honorable John Chiang, Controller

I approve: \_\_\_\_\_

  
Kristine Cazadd,  
Interim Executive Director

Item P5